

Attachment A

Resolution No. \_\_\_\_\_ RESOLUTION: To revise the schedule of various user and regulatory fees for the City of Rockville

WHEREAS, pursuant to Chapter 3 “Animals,” Chapter 5 “Buildings and Building Regulations,” Chapter 10 “Floodplain Management,” Chapter 10.5, “Forest and Tree Preservation,” Chapter 12 “Licenses, Permits and Miscellaneous Business Regulations,” Chapter 18 “Rental Facilities and Landlord Tenant Relations,” Chapter 19 “Sediment Control and Stormwater Management,” Chapter 20 “Solid Waste,” Chapter 21 “Streets and Public Improvements,” Chapter 23, “Traffic,” Chapter 24, “Water, Sewer and Sewage Disposal,” Chapter 25 “Zoning” of the Rockville City Code, the Mayor and Council are authorized to establish certain fees for the administration of those chapters; and

WHEREAS, by Resolution No 10-09, the Mayor and Council established a fee schedule for licensing of rental units within the City; and

WHEREAS, by Resolution No. 13-07, the Mayor and Council established a fee schedule for the administration of the City’s Forest and Tree Preservation Ordinance; and

WHEREAS, by Resolution No. 7-06, the Mayor and Council established a fee schedule for licenses, permits, capital contributions for water and sewer service, inspection and certifications required by Chapter 5 (Buildings and Building Regulations) including building, plumbing, electrical and mechanical permits, licenses and inspections, and other related fees; and

WHEREAS, by Resolution No. 8-08 the Mayor and Council established a fee schedule for certain permits and approvals issued by the Department of Public Works and authorized the Mayor and Council to enter into agreements that establish an alternate schedule of fees for projects involving the entire City; and

WHEREAS, by Resolution No. 17-02, the Mayor and Council established a schedule of fees for the issuance of sediment control permits and stormwater management permits by the Department of Public Works and for related plan review and inspections; and

WHEREAS, by Resolution No. 1-09, the Mayor and Council established a fee schedule for zoning and development applications and permits and other related fees, including but not limited to fees for street closing and abandonment, permit parking, comprehensive transportation review (CTR) and oversized vehicle permit; and

WHEREAS, by Resolution No. 18-91, the Mayor and Council established a fee schedule for the licensing, registration and testing of dogs; and

WHEREAS, by Resolution No. 20-79, the Mayor and Council established refuse license fees; and

WHEREAS, during Fiscal Year 2011, the Mayor and Council (or City) engaged a consultant to study the City's user and regulatory fees and associated costs in order to make recommendations so as to more fully recoup the costs associated with those fees; and

WHEREAS, by Resolution No. 18-11 adopted June 20, 2011, the Mayor and Council adopted a resolution revising, reorganizing and establishing various user and regulatory fees; and

WHEREAS, by Resolution No. 22-11, the Mayor and Council revised the fee schedule so as to clarify the application of certain fees established by Resolution No. 18-11; and

WHEREAS, by Resolution No. 5-13, the Mayor and Council revised the fee schedule so as to revise and update certain fees; and

WHEREAS, the Mayor and Council desire to revise the fee schedule to provide a fee for inspections required pursuant to Chapter 5 for which a fee is not otherwise set forth in the resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF ROCKVILLE, that pursuant to Chapters 3 “Animals,” Chapter 5 “Buildings and Building Regulations,” Chapter 10 “Floodplain Management,” Chapter 10.5, “Forest and Tree Preservation,” Chapter 12 “Licenses, Permits and Miscellaneous Business Regulations,” Chapter 18 “Rental Facilities and Landlord Tenant Relations,” Chapter 19 “Sediment Control and Stormwater Management,” Chapter 20 “Solid Waste,” Chapter 21 “Streets and Public Improvements,” Chapter 23, “Traffic,” Chapter 24, “Water, Sewer and Sewage Disposal,” Chapter 25 “Zoning” of the Rockville City Code, the following schedule of fees is hereby adopted:

### **SECTION 1. Chapter 3 - Animals**

Male and female – unaltered	\$1.00 per month
Male and female – altered	0.50 per month
Owned by a Senior Citizen or Handicapped individual or Individual on public assistance:	
Male and female unaltered	\$ 0.50 per month
Male and female altered	0.25 per month

Late Fees:

Late fee: \$ 3.00  
(Late fees are charged in addition to the regular  
registration fee or any other applicable fees).

Lost tag replacement (charged at any time): \$ 1.00

Potentially dangerous dog registration fee (charged at  
Any time): \$10.00

Potentially dangerous dog sign fee: \$ 5.00

Off leash permit (valid for twelve months) \$ 5.00

## **SECTION 2. Chapter 5 - Buildings and Building Regulations**

### **BUILDING RELATED FEES**

#### **A. Building Permit Fees**

##### **1. Residential: Single-Family Detached and Townhouses**

- a. New Construction - \$0.20 per square foot including basement, each floor, garage, and roof.
- b. Alteration - \$0.15 per square foot of affected area.
- c. Fire Repair - Nonstructural and limited structural (less than 10%) repair of fire damaged dwellings - \$0.15 per square foot of affected area.
- d. Minimum Permit Fee - \$115.00
- e. Filing Fee - 25% of estimated building permit fee.
- f. Building Plan Scanning Fee: 2% of building permit fee. (Except fence permits, \$750.00 maximum)

##### **2. Multi-family Residential, and all Non-residential**

- a. New Construction - \$0.22 per square foot including basement, each floor, and roof.
- b. Alteration - \$0.22 per square foot of affected area or 1.1% of the total construction costs as estimated by the Building Official, whichever is greater
- c. Fire Code Review of plans when required: 10% of building permit fee, in addition to building permit fee, minimum \$50.00.
- d. Minimum Permit Fee - \$115.00
- e. Filing Fee - 25% of estimated building permit fee
- f. Building Plan Scanning Fee: 2% of building permit fee. (Except fence permits, \$750.00 maximum)

##### **3. Other Structures**

- a. Structures subject to permit but not provided for herein - \$0.22 per square foot including basement, each floor and roof – Minimum fee \$115.00

- b. Fence - \$35.00
  - c. Swimming pool - \$500.00
  - d. Building Plan Scanning Fee: 2% of building permit fee. (Except fence permits, \$750.00 maximum)
4. Demolition – Existing Buildings
- a. If condemned by City and hearings have been held - \$500.00 plus \$0.05 per cubic foot
  - b. If voluntarily demolished - \$500.00
5. Miscellaneous (paid in addition to permit fees)
- a. Authorized request to commence commercial interior fit-up construction prior to permit approval - \$200.00 (quick start)
  - b. Foundation-only permit - \$250.00
- B. Fire Protection Permit Fees – The following fees apply to the installation of fire protection systems and license inspections for fire safety. Unless otherwise provided a \$115.00 minimum fee applies.
1. Fire Alarm & Detection System:
- a. Fire alarm devices – More than 3 devices (with or without main control panel): \$17.00 per device
  - b. Permit required for three (3) devices or less (Walk-thru permit) - \$76.00
2. Gaseous Extinguishing System - \$1.50 per pound  
Includes controls, alarms, detection, etc.
3. Fire Sprinkler Systems and Standpipe Systems:
- a. Sprinkler, foam, combined standpipe and water mist systems, (10 or more heads) - \$5.00/ head (\$115.00 min.)
  - b. NFPA 13D sprinkler system (1&2 family) - \$115.00 per dwelling (includes pump if required)
  - c. New Standpipe (not combined with sprinkler system) - \$200.00 per riser
  - d. Add new Fire Hose Valve to existing system - \$50.00 per FHV
  - e. Permit required for nine (9) heads or less (Walk-thru permit) - \$70.00
5. Fire Pump - \$250.00 per pump (except limited service pump for NFPA 13D systems)

6. Smoke Control System - \$500.00 per system
7. Wet or Dry Chemical Fire Suppression System:
  - a. New or replacement system - \$200.00 per system
8. License Inspection Fees:
  - a. Family or Group Day Care - \$50.00
  - b. Nursery or Day Care Center - \$100.00
  - c. Board & Care, up to 16 residents - \$100.00
  - d. Board & Care, more than 16 residents - \$200.00
  - e. Private Educational - \$200.00
  - f. Fireworks/Pyrotechnics Inspection Fee:
    - i. 30 or more days' notice (from the event): \$400.00
    - ii. Less than 30 days' notice (from the event): \$500.00
  - g. Other Licenses - \$100.00
9. Investigation of working without a permit: \$300.00
10. Issuance of a fire watch order in accordance with Chapter 9, Section 9-14: \$200.00

#### PLUMBING AND MECHANICAL PERMIT FEE SCHEDULE

##### A. Master Plumber's and Master Gasfitter's licenses

1. \$200.00 for 2 year license – prorated annually

NOTE: A plumber must be licensed in the City of Rockville to secure a permit for plumbing work.

##### B. Plumbing and Gas Fees

1. Capital Contribution charges for new services (based on domestic water meter size):

<u>Meter Size*</u>	<u>Water Contribution</u>	<u>Sewer Contribution</u>
1"	\$4,100.00	\$5,900.00
1-1/2"	\$8,200.00	\$11,800.00
2"	\$13,200.00	\$18,900.00
3"	\$26,700.00	\$37,900.00
4"	\$41,200.00	\$59,200.00
6"	\$82,400.00	\$118,400.00
8"	\$131,800.00	\$189,400.00
10"	\$197,700.00	\$284,100.00

\*The minimum meter size for new residential and commercial construction is one (1) inch.

## 2. Water meter fees

Fees for water meters, water meter parts, remote readers, and maintenance costs shall be established from time to time in writing by the City Manager.

## 3. Inspection fees

- a. Plumbing and gas fixtures - \$55.00 for first, \$12.00 for each additional.
- b. Replacement - \$55.00 for each water or sewer replacement on private property.
- c. Abandonment - \$55.00 for each water or sewer cap on private property (notify Water Dept. to retrieve their meter).
- d. Tap inspections - \$95.00 for each water, sewer or fire tap.

## C. Mechanical Fees

### 1. Inspection fees

- a. First mechanical unit - 55.00
- b. Each additional unit - \$15.00.

### 2. A unit of mechanical equipment is defined as follows:

- a. Heating equipment - each 100,000 BTU or fraction thereof.
- b. Cooling and refrigeration equipment - each 60,000 BTU or fraction thereof.
- c. Ducts and diffusers - each 25 diffusers, registers and grilles or fraction thereof.
- d. Fuel tanks - each 500 gallons of capacity or fraction thereof.
- e. Wood stove/insert or prefab fireplace - each appliance.
- f. Other equipment not specifically covered - each appliance.
- g. Grease Ducts: Each 10 feet of ductwork or fraction thereof.

## ELECTRICAL FEE SCHEDULE

### A. Master Electrician's License

- 1. \$200.00 for a two year license (prorated annually)

### B. Electrical Fees



1. Rough wiring – switches and receptacles
  - a. 1 to 25 outlets - \$40.00
  - b. Each additional 25 outlets or fraction thereof - \$15.00
2. Fixtures
  - a. 1 to 25 fixtures - \$40.00
  - b. Each additional 25 fixtures or fraction thereof - \$15.00
3. Heating, cooking equipment, cable heat and similar appliances.
  - a. Outlet for single unit of 30 kw or less - \$40.00
  - b. Each additional unit or outlet of 30 kw - \$15.00
  - c. Cable heat: first unit, \$40.00; each additional unit \$15.00
4. Central heating and air conditioning units, electric furnaces, motors, and welders.
  - a. Each unit or group of 5 motors - \$40.00
5. Service (meter equipment, feeders and sub-panels).
  - a. Not over 225 amp - \$45.00
  - b. Over 225 amp to 400 amp - \$55.00
  - c. Over 400 amp to 1000 amp - \$85.00
  - d. Over 1000 amp - \$110.00
  - e. Pole construction service - \$45.00
6. Primary Transformers - Vaults, Enclosures & substations (each bank of transformers).  
1 kw or 1 kva. = 1 hp
  - a. Not over 200 kva - \$45.00
  - b. Over 200 to 500 kva - \$55.00
  - c. Over 500 kva - \$80.00
7. Other equipment

- a. Signs - \$40.00
  - b. Smoke alarms and carbon monoxide alarms - \$1.00 per alarm.
  - c. Low voltage wiring - \$40.00 flat fee
8. New construction
- a. Multi-family apartments, condominiums and cooperatives - \$175.00 per dwelling unit.
  - b. Swimming pool – (for all electrical equipment including motors, switches, lights, and receptacles for the pool only) - \$120.00
9. Minimum Fee - \$40.00

OTHER FEES- APPLICABLE TO ALL PERMIT TYPES in this Section 2.

- A. Inspector Call Back - \$100.00 (unless otherwise provided herein)
- B. Investigation of working without any required permit (unless otherwise provided herein):
  - (i) Owner performing work on residential property - \$150.00
  - (ii) For all others - \$300.00
- C. Permit/plan revision:
  - a. Residential, per revision - \$75.00
  - b. Multi-Family/Commercial- 50% of original permit fee - \$2,000.00 maximum
- D. Overtime Inspections: \$220.00 per inspection/per inspector. (\$55.00 per hour or fraction thereof in excess of 4 hours/per inspector)
- E. Code Requirement Modification Request: \$165.00 per request
- F. Permit Extension Request: \$55.00 per request
- G. For all other inspections required by Chapter 5 for which an inspection fee has not been specifically set forth herein: \$100.00.

**SECTION 3. Chapter 10 - Floodplain Management**

- A. Floodplain study: \$1,425.00
- B. Application for floodplain variance: \$600.00
- G. Floodplain variance extension: \$135.00

**SECTION 4. Chapter 10.5 - Forest and Tree Preservation**

Forest Stand Delineation	
For single residential lot less than five acres, including single family residential lots being subdivided where no additional buildable lots are being created:	\$ 250.00
All others:	\$1,000.00 plus \$150.00 per acre or fraction thereof
Forest Conservation Plan:	
For Single residential lot less than five acres, including single family residential lots being subdivided where no additional buildable lots are being created:	\$ 280.00
For all other sites:	\$2,000.00 plus \$150 per acre or fraction thereof
Preliminary Forest Conservation Plan:	
Up to 2 acres:	\$ 500.00
Greater than 2 acres but less than 5 acres;	\$ 750.00
Five acres or more:	\$1,000.00
Amended Forest Conservation Plan	
For sites with a previously approved FCP (applies only to minor amendments as determined by City Forester)	\$1,000.00 plus \$150.00 per acre or fraction thereof
Individual Tree Removal Permit	
Application	\$5.00 per tree – maximum fee of \$25.00

**Resubmittal Fee**

For third and all subsequent submissions when corrections are required:	\$500.00
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**Site reinspections that do not comply with Chapter 10.5**

For third and all subsequent inspections for non-compliance:	\$250.00
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**Forestry Permit Fee**

Single Family Residential Lots:	\$250.00
All others:	\$750.00 plus \$250.00 per acre or fraction thereof

### **SECTION 5. Chapter 12 - Licenses, Permits and Miscellaneous Business Regulations.**

Pool or Billiard Table	\$50.00 per year per table
Bowling Alleys	\$50.00 per establishment per year
Amusement Machine and Amusement Game Machine	\$50.00 per machine per year
Pet Shops and Kennels	\$80.00 per establishment per year

**Public Event License**

(a) For a block party	\$ 25.00
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(b) For a parade, or other event which interferes with the use, by the general public, of a street, sidewalk or other public way	\$ 50.00
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(c) for a marathon run	\$ 80.00
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Hawkers and Peddlers	\$200.00
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Solicitors	\$200.00
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Distributing Pamphlets	\$ 50.00
Carnivals	
(a) Permit Application fee	\$175.00
(b) Daily Operation fee	\$100.00

## **SECTION 6. Chapter 18 - Rental Facilities and Landlord Tenant Relations**

1. Innkeepers' License fee - \$20.00 per year per dwelling unit;
2. Multiple Unit Dwelling License fee - \$100.00 per year per dwelling unit.
3. Single Unit Dwelling Rental -
  - a. license fee: \$200.00 every two years per dwelling unit. This fee includes the initial license inspection and one reinspection for code compliance.
  - b. Reinspection Fee: \$50.00 for each additional reinspection required for code compliance prior to license issuance.
4. Accessory Apartment (approved by special exception and meeting the requirements of Chapter 25, the Zoning Ordinance of the City of Rockville). This fee applies only when the accessory apartment is a rental unit:
  - a. License fee: \$200.00 every two years. This fee includes the initial license inspection and one reinspection for code compliance. Pursuant to Section 18-114, of the Rockville City Code both the accessory apartment and the main structure to which it is attached will be inspected.
  - b. Reinspection fee: \$50.00 for each additional inspection required for code compliance prior to license issuance.
  - c. Certification fee: \$30.00 for annual inspection of accessory apartment and main dwelling, when neither unit is rented.

Where an approved accessory apartment exists in a single unit dwelling, it shall be presumed that the portion of the dwelling not occupied by the owner of the property is a rental unit and shall be licensed as such, unless the owner of the property either:

1. certifies in writing that the individuals residing, or to reside, in the accessory apartment or main portion of the dwelling, as the case may be, are related to the owner by blood, adoption or marriage; or

2. presents sufficient evidence to demonstrate that the portion of the dwelling not occupied by the owner is not rented for any consideration whatsoever, be it money or services.

5. Applications to renew a rental unit license submitted after the license expiration date shall be subject to an additional \$25.00 application fee.

## **SECTION 7. Chapter 19 - Sediment Control and Stormwater Management**

A. For single comprehensive sediment control or stormwater management permits covering rough grading through fine grading (may include building construction) supported by plans showing existing and final conditions of the development and all associated sediment control and stormwater management measures:

(1) Sediment Control Aspects

- (a) Preliminary Erosion and Sediment Control Plan Review Fee: \$100.00 each.
- (b) Sediment Control Application and Plan Review Fee, which is based on amount of disturbed area, to be paid at the time of the application for a Sediment Control Permit and to cover the review of the sediment control aspects of the Sediment Control Plan:

\$0.03 per square foot of disturbed area. Minimum \$200.00

- (c) Permit/Inspection Stage – Sediment Control Permit (SCP)  
Fee to be paid at the time a permit is issued and to cover inspections of sediment control measures:
  - (i) For land disturbing activities: An amount equal to \$0.05 per square foot. Minimum \$250.00
  - (ii) Sediment Control Permit Extension: 10% of original permit fee; \$250.00 minimum
- (d) Technical revision to Sediment Control Plan and Permit Revision (no increase in disturbed area) after Sediment Control permit has been issued – \$425.00 each
- (e) Sediment Control Plan resubmission review fee: (4<sup>th</sup> and subsequent submissions): \$450.00

(2) Stormwater Management Aspects\*

(a) SWM Concept Fee (based on the site area that is subject to provision of stormwater management) to be paid at the time of stormwater management concept application:

(i) SWM Pre-Application Fee:

- a. Single family dwelling unit addition: \$320.00 each
- b. All other projects:
  - i. Less than 2 acres: \$1,000.00
  - ii. 2-5 acres: \$2,400.00
  - iii. Greater than 5 acres: \$2,400.00 plus 100.00 for each additional acre or portion thereof. \$4,400.00 Maximum

(ii) Development SWM Concept Fee

- a. Single family dwelling unit or single family dwelling addition: \$480.00 each
- b. All other projects:
  - i. Less than 2 acres: \$1,600.00

- ii. 2-5 acres: \$3,300.00
- iii. More than 5 acres: \$3,300.00 plus \$125.00 for each additional acre or portion thereof. \$5,800.00 Maximum

(b) SWM Engineering Plan Review and Inspection Fee (i) SWM Application and Plan Review fee to be paid at the time of application for the permit and to cover the review and administration of the stormwater management activities: Six percent (6%) of the cost of the project as estimated by the City Engineer – Minimum \$250.00

(ii) SWM Permit Fee to be paid at the time the permit is issued to cover the inspection of stormwater management facilities: ten percent (10%) of the cost of the project as estimated by the City Engineer - \$250.00 minimum.

(iii) No SWM permit fee is required for permits that require only monetary contribution payment.

- (c) Stormwater Management Permit Revision: 16% of estimated cost of work - \$250.00 minimum
- (d) Stormwater Management Permit Extension: 10% of original cost of SWM Permit Fee - \$250.00 minimum
- (e) SWM Plan Resubmission Review Fee (4<sup>th</sup> and subsequent submissions) \$450.00

\*Note that the SWM Concept Fee is in addition to any SWM monetary contribution required to satisfy SWM alternative monetary contribution

B. For a sediment control permit covering rough grading only: those fees set forth in section A(1) above.

C. For a sediment control or stormwater management permit issued subsequent to rough grading and covering fine grading (may include utility/roadway installation and/or building construction):

(1) Sediment Control Aspects:

- (a) 100% of the standard review fee set forth in section A(1)(a) above, and, where no new disturbed area is proposed, 50% of the standard permit/inspection fee set forth in section A(1)(b) above.
- (b) 100% of the standard review and permit/inspection fees set forth in Section A(1)(a) and (b) above will be charged for any new disturbed area shown on the supporting plans.



(2) Stormwater Management Aspects: 100% of the standard fees set forth in section A(2) above.

D. For a sediment control or stormwater management permit issued for building construction only:

(1) Sediment Control Aspects -

(a) no additional plan review fee

(b) permit/inspection fee: \$200 per house or building

(2) Stormwater Management Aspect - 100% of the standard permit/inspection fee set forth in section A(2) above for any stormwater management required for this permit for which a permit/inspection fee has not previously been paid.

(3) Where residential lots are graded and sold to builders or other developers for construction of houses, a new sediment control permit shall be issued to each entity constructing the houses. The permit shall be issued and fee charged for each permit regardless of whether housing construction was included on plans supporting earlier sediment control permits.

## **SECTION 8. Chapter 20 - “Solid Waste”**

Refuse license fees: \$75.00

Per truck: \$25.00

## **SECTION 9. Chapter 21. “Streets and Public Improvements”**

A. Public improvement Application and Plan Review Fee to be paid at the time of application for the permit and to cover the review and administration of the public improvements design within a public right of way or easement: Five Percent (5%) of estimated cost of work; \$250.00 Minimum.

B. Permit/Inspection Stage – Public Works Permit (PWK) Fee to be paid at the time the permit is issued for inspection of public improvement construction within a public right-of-way or easement: Ten percent (10%) of the cost of the project as estimated by the City Engineer - \$250.00 minimum.

C. Right of way protection permit fee to be paid at the time the permit is issued for the review and inspection of construction activity within a public right of way or easement: \$200.00

D. Utility Plan Review and Permit Fee:

(a) for utility installation as specified below (\$270.00 minimum):

(i) Excavation in asphalt, concrete sidewalks and grass:  
\$5.25 per linear foot –

(ii) Boring asphalt, concrete sidewalks and grass: \$5.00 per linear foot

(iii) Pole replacement or installation: \$100.00 per pole -

(iv) Installation of overhead wire or pulling cable through existing conduit without excavation:: \$0.09 per foot

(v) Keyhole-excavation in asphalt or concrete sidewalks:  
\$25.00 per hole.

(b) Plan resubmission fee (3<sup>rd</sup> and subsequent submissions: \$450.00

(c) Permit extension fee: 10% of original utility permit fee: \$250.00

E. Public Improvement Plan revision and Permit revision (after permit issued): Fifteen percent (15%) of estimated cost of new work- \$250.00 minimum.

F. Permit extension: 10% of original PWK permit fee - \$250.00

minimum.

G. Public Improvement Plan resubmission (starts with resubmission No. 4): \$450.00

H. Notwithstanding the fees set forth above in this SECTION 9, the Mayor and Council may enter into agreements that provide for an alternate fee schedule for projects involving the entire City.

I. Street Closing / Public Way Abandonment

- a. Where street or other area to be abandoned is located within a single dwelling unit detached residential zone: \$ 500.00

- b. Where street or other area to be abandoned  
is located within any other zone: \$4,500.00

## **SECTION 10 – Chapter 23 -Traffic**

### **Parking Permit Fees:**

\$2.00 for every year or part thereof for which the permit is issued

### **Oversized vehicle permit:**

- a. Application \$150.00
- b. Permit \$ 40.00

## **SECTION 11 . Chapter 24 Water, Sewer and Sewage Disposal**

- a. Water System Capacity Analysis Fee: \$3,000.00
- b. Sewer System Capacity Analysis Fee: \$1,500.00

## **SECTION 12. Chapter 25 - Zoning**

### **1. Local Map Amendment (Zoning) Applications\*:**

- a. Where proposed rezoning is for a single dwelling unit detached residential  
zone with a density of 4 units per acre or less:

\$1,500.00 plus \$100.00 per acre or part thereof.

No fee limit

- b. Where the proposed rezoning is for any other zone:

\$3,000.00 plus \$200.00 per acre or part thereof.

No fee limit

### **2. Text Amendment Applications:**

- a. Amend existing text: \$3,000.00

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\* Notification sign fee is required.

- b. Add new zone classification  
or development procedure: \$6,000.00

3. Special Exception Applications\*:

Minor Modification: Half of the initial Special  
Exception fee

Major Modification: Same as the initial Special  
Exception fee

TIER 1 Special Exception: \$3,000.00

Accessory Apartment  
Swimming pool (non-accessory)  
Home based business – major  
Taxicab service  
Charitable and philanthropic institutions  
Veterinarian office  
Bed and breakfast lodging  
Child care center – 9 to 12 children

TIER 2 Special Exception \$5,000.00

Adult Day Care  
Personal living quarters  
Pawnbroker  
Child care center – more than 12 children  
Group home – large

Housing for senior adults & persons with  
disabilities  
Life care facility  
Nursing home  
Outdoor recreational establishment, commercial,  
except shooting gallery or range  
Recreational establishment, indoor, commercial,  
except shooting gallery or range  
Restaurant in the I-L Zone  
Shooting gallery or range  
Sports facility, multi-purpose, indoor commercial

Private club  
Animal hospital

TIER 3 Special Exception: \$10,000.00

Automobile filling station (Class I and II)  
Educational institutions, private  
Hospital  
Hotel  
Public utility buildings and structure  
Restaurant  
with drive-through  
Wireless communication freestanding ground mounted  
antenna support structure

TIER 4 Special Exception \$15,000.00

Adult oriented establishments

4. Variance and Appeals Applications\*:

a. Properties improved with a single dwelling unit detached, attached, semi-detached, or a townhouse in which the applicant resides: \$ 350.00

b. All other properties: \$2,500.00

5. Site Plan (Level 1 and 2) / Amendment\*:

a. Level 1 \$2,500.00 plus \$20.00 for each 1,000 sq. ft. of GFA of non-residential use or portion thereof and \$20.00 for each dwelling unit for residential uses

b. Level 2 \$3,000.00 plus \$20.00 for each 1,000 sq. ft. of GFA of non-residential use or portion thereof and \$20.00 for each dwelling unit for

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\* Notification sign fee is required.

residential use

## c. Amendments to any approved site plan

Major Amendment	Same as Site plan fee
Minor Amendment	\$1,500.00
(i) For mobile uses	\$ 300.00
(ii) For renewal of mobile uses at same location	\$ 300.00

6. Project Plan/Amendment\*

a. Project Plan Application	\$10,000 plus \$110.00 per acre or part thereof
b. Modification of Project Plan Application	
Major Amendment	Same as initial application
fee	
Minor Amendment	\$2,200.00

7. Preliminary Plan/Final Record Plat/Ownership Plat\*

a. Preliminary Plan - All Zones:	\$2,000.00 plus \$50.00 per lot
b. Final Record Plat: recordation of an existing single unit detached residential lot	\$200.00
c. Final Record Plat - All others	\$770.00 plus \$50.00 per lot
d. Ownership Plat	\$3,300.00 per plan plus \$110.00 per Ownership lot

8. Annexation Petition \$10,000.00 plus \$200.00 per  
acre, or part thereof, no limit9. Time Extensions

- a. For single dwelling unit  
residential properties within a

residential zone

\$50.00

b. For all other properties

\$300.00

10. Sign Permits

a. Non-illuminated signs

\$1.65 per sq. ft.

b. Illuminated signs

\$2.20 per sq. ft.

c. Freestanding signs

\$55.00 plus other applicable  
sign fees

d. Minimum fee for all signs

\$85.00

e. Appeal to Sign Review Board:  
(i) For sign modification or appeal  
pertaining to a sign located  
in a single dwelling unit  
residential zone on property on  
which the owner resides

\$55.00

(ii) All others

\$500.00

f. Investigation of erection of a sign  
without a permit:

In a single unit detached residential zone:

\$150.00

In all other zones:

\$300.00

11. Pre-Application meeting

Where required (non-refundable)

\$500.00

12. Non-Conforming alteration\*

a. For Chief of Planning review

\$1,500.00

b. For Planning Commission review

\$3,000.00

13. Administrative adjustment\*

\$1,500.00

14. Notification signa. Where written notification is  
responsibility of the City

\$ 50.00

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\* Notification sign fee is required

- b. Where written notification is responsibility of the applicant \$250.00  
STP (level 1 and 2),  
PJT, SPX applications

15. Historic District Certificate of Approval:

No charge.

16. Temporary Permit Fees:

- a. Fees for temporary permits under Chapter 25 of the Rockville City Code \$150.00 per six (6) month permit period
- b. A cash bond in the amount of \$1,000.00 shall be required before issuance of a temporary permit described in 18.a.above, except for Portable Storage Units, which require a cash bond of \$250.00.

17. Occupancy permit:

- a. Single dwelling unit detached, attached semi-detached, or townhouse \$100.00
- b. All other uses: \$125.00 per 5,000 sq. ft. or fraction thereof
- c. There shall be an additional fee of \$100.00 for each additional inspection required because of failure to comply with the various ordinance requirements before the occupancy.
- d. Investigation of occupancy without required permit: \$300.00 plus permit fee

18. Other Fees:

- a. Comprehensive Transportation Review (CTR)
  - Scoping Application Fee \$ 200.00
  - On site only (less than 30 peak hour trips) \$ 1,000.00



Up to 5 intersections	\$ 2,000.00
6-10 intersections:	\$ 7,000.00
More than 10 intersections:	\$20,000.00

b. Engineering Review and Inspection Fees

For all applications requiring performance guarantees for private improvements: Supplemental fee, which is based on the cost of the improvements as estimated by the City Engineer

1. Private Improvement Application and Plan Review Fee to be paid at the time of application for the permit and to cover the review and administration of the private improvements design: Five percent (5%) of estimated Cost of work: \$250.00 minimum

2. Permit/Inspection Stage Permit Fee to be paid at the time the permit is issued for inspection of private improvement construction: Ten percent (10%) of the cost of the project as estimated by the City Engineer - \$250 minimum

c. Zoning compliance verification letter: \$300.00

For research involved in verifying compliance status of properties within the City.

d. Application Resubmission Fee:

For third and subsequent application submissions of same plan to address review comments \$500.00

For resubmission of a Project Plan Application (third and subsequent resubmission of same Project Plan Application to address review comments) \$2,000.00

e. Zoning Ordinance Waiver Request \$ 500.00

AND BE IT FURTHER RESOLVED, that there shall be no fee for a rental license for a multiple unit dwelling or single unit dwelling which is owned and operated

by a non-profit organization or corporation or under any program financed by the United States Department of Housing and Urban Development;

AND BE IT FURTHER RESOLVED, that the City Manager may establish regulations to provide for the reduction or waiver of the fees established herein;

AND BE IT FURTHER RESOLVED, that all fees shall be paid, including fees applicable to all governmental agencies and non-profit entities, unless otherwise provided by this Resolution, the City Manager, State, Federal or City law;

AND BE IT FURTHER RESOLVED, that the City Manager is authorized to establish fees for services not otherwise provided for by resolution; and

AND BE IT FURTHER RESOLVED, that the Director of Recreation and Parks is authorized to establish fees for Recreation and Parks facilities and programs; and

AND BE IT FURTHER RESOLVED, that this resolution shall be effective for all applications submitted and permits issued on or after April 28, 2014.

\* \* \* \* \*

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Mayor and Council at its meeting of

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Douglass Barber, City Clerk